

A Joint Operations Policy Statement (JOPS)

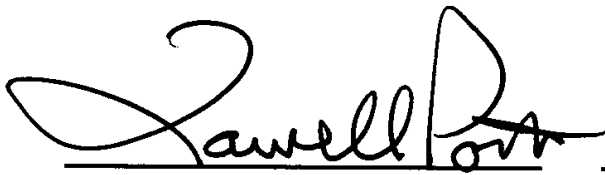
Prepared and agreed to by the
Washington State Patrol
and the
**Washington State
Department of Transportation**

January 2005



Foreword

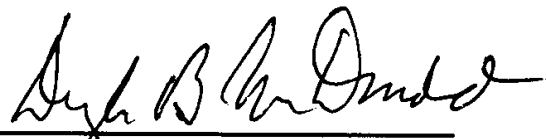
The purpose of this Joint Operations Policy Statement is to document the joint policy positions between the Washington State Patrol and the Washington State Department of Transportation regarding issues of mutual interest in the operations of Washington State Highways. This policy statement supercedes the February 13, 2002 edition.



Chief Lowell M. Porter
Washington State Patrol

1-18-05

Date



Secretary Douglas B. MacDonald
Washington State
Dept. of Transportation

1-18-05

Date

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A Joint Operations Policy Statement (JOPS)

1. Agency Missions and Organizational Alignment

a) Washington State Patrol

The Washington State Patrol (WSP) was established in 1921 and operates under the authority of R.C.W. 43.43.010, which gives full police powers to the commissioned officers of the department. The Washington State Patrol is comprised of the following six bureaus:

- Field Operations Bureau (FOB)
- Investigative Services Bureau (ISB)
- Technical Services Bureau (TSB)
- Fire Protection Bureau (FPB)
- Forensic Laboratory Services Bureau (FLSB)
- Management Services Bureau (MSB)

The Chief of the WSP commands all department employees.

The chain of command continues as follows:

- Deputy Chiefs/Bureau Directors are appointed by the Chief, this person is in charge of a bureau;
- Captains or non-commissioned division administrators are appointed by the Chief; these people command a district or division and are accountable to a deputy chief/bureau commander;
- Lieutenants are appointed on a permanent basis from a promotional list; they command a section, unit, or other command area and are accountable to a captain;
- Sergeants are appointed on a permanent basis from a promotional list; they supervise a section, detachment or unit and are accountable to a lieutenant;
- Troopers are appointed on a permanent basis by the Chief upon graduation from the academy

The Washington State Patrol (commissioned) traffic officers work traffic law enforcement or in direct support of traffic enforcement. These positions include:

- Traffic officers (troopers);
- Traffic sergeants;
- Traffic assistance detectives;

- Traffic assistance detective sergeants; and
- Lieutenants and command officers assigned to the Field Operations Bureau

The WSP is divided into eight geographical areas designated as districts. In addition, the Vessel and Terminal Security (VATS) Division manages ferry security and the Special Operations Division handles aerial traffic law enforcement. A captain who is directly accountable to the FOB deputy chief commands each of these districts.

The distribution of troopers is based on service needs within each districts' Autonomous Patrol Area (APA). An APA is an area within a district where specific detachments patrol and respond to calls for service.

Some investigations may require immediate response and investigation. The Criminal Investigation Division (CID) provides specialized investigative services. Upon receiving notification from a traffic sergeant or a district command officer the appropriate CID supervisor shall assign a detective to conduct follow up investigations. The CID commander (captain) is directly accountable to the ISB deputy chief. The Commercial Vehicle Division (CVD) is responsible for commercial vehicle safety requirements, to include freight terminal safety audits under R.C.W. 46.32.080. The CVD commander (captain) is directly accountable to the ISB commander.

The Commercial Vehicle Division (CVD) is responsible for commercial vehicle safety requirements, to include freight terminal safety audits under R.C.W. 46.32.080. The CVD commander (captain) is directly accountable to the ISB deputy chief.

The Communications Division is responsible to expedite communications between mobile units and District offices as well as other governmental agencies and the general public. The regional communications centers are located at the district headquarters offices. These communications centers operate 24 hours a day to ensure timely response and availability for calls for service. The Communications Division administrator is directly accountable to the TSB deputy chief.

The Property Management Division (PMD) is responsible for providing facilities management through the capital and operating budget process. The PMD manager is directly accountable to the MSB bureau director. This division consists of the following two sections:

- Fleet/Supply; and
- Facilities Management.

The Information Technology Division (ITD) provides the WSP with technology and software engineering. The division also provides project management, application development, a 24-hour help desk, and system maintenance. The ITD administrator is directly accountable to the TSB deputy chief.

The Electronic Services Division (ESD) provides the WSP with voice and data wireless communication systems. These systems include land mobile radio, microwave, and data networks.

The division provides engineering services, field installation, maintenance, and repair of wireless communication technology. The ESD administrator is directly accountable to the TSB deputy chief.

The Government and Media Relations office serves two functions for the Office of the Chief. The commander of this office (captain) serves as the WSP's legislative liaison, responsible for coordinating agency legislation with legislators, committees, and other state agencies. The liaison also reviews and seeks input from interested stakeholders on agency legislation and answers policy questions for legislative constituents. This office also handles all statewide media relations for the agency.

Budget and Fiscal Services is responsible for the management of all WSP financial activities and allotting the department's operating and capital budgets. The administrator of this office is directly accountable to the MSB bureau director.

b) Washington State Department of Transportation

The Washington State Department of Transportation (WSDOT) was first created by the State Legislature as the State Highway Department in 1905. It was further organized into highway districts (the precursor to today's Transportation Regions) in 1925. In 1951, the State Highway Commission was formed to govern the Highway Department. The Highway Department also assumed the functions of the then Puget Sound Ferry System (now Washington State Ferries WSF). In 1977, today's Department of Transportation was created.

The Transportation Commission governs the policy and budget actions of the Department, as well as selecting the Secretary of Transportation. The Commission is a seven member body, appointed by the Governor, and represents all transportation

interests in Washington. Commissioners serve six year terms and no more than four of them can be from the same side of the state or affiliated with the same political party.

The mission of the WSDOT is to “keep people and business moving by operating and improving the state transportation systems vital to our taxpayers and communities.” The Department of Transportation is organized with a headquarters function to provide centralized guidance and a field function to provide regional implementation of transportation policies. The Secretary of Transportation is an ex-officio member of the Transportation Commission and is the chief executive officer of the DOT. The Office of the Secretary of Transportation contains the following functions:

1. Chief of Staff
2. Engineering and Regional Operations (E&RO)

This Division includes Project Control and Reporting, Environmental and Engineering Programs, Research, and Maintenance and Operations. Maintenance and Operations (M&O) includes Maintenance, Traffic and Intelligent Transportation System (ITS), Equipment and Facilities, and Employee Safety.

The Administrators of the six regions (Northwest, Olympic, Southwest, North Central, South Central, and Eastern) and the Urban Corridors Office, report to the Assistant Secretary for E&RO

3. Washington State Ferries (WSF)
4. Finance and Administration
5. Audit Office
6. Equal Opportunity Office

The Regions’ boundaries were originally determined based on the number of state highway centerline miles in each region. With few exceptions, each Region Administrator manages the maintenance, operations, and construction activities within their geographical boundaries.

c) Joint Operations

Policy: Valuable coordination has resulted from numerous facilities where WSP and WSDOT have co-located operations. It is the policy for WSP and WSDOT to continue to leverage the advantages of co-locating including WSDOT Traffic Management Centers (TMCs) and WSP Communication Centers.

Roles: Reviews of joint operations will be conducted annually.

Action: WSDOT and WSP will continue to explore the opportunities and benefits of a joint statewide emergency operations center.

d) Budget

WSDOT and WSP will strategically plan and coordinate the development of budget initiatives that involve activities performed by both agencies before submittal to OFM and the Legislature.

OFM Budget Instructions include the following Statement:

“If applicable, agencies should describe key programs or initiatives involving major partners, such as other state agencies. The description should include a clear statement of each partner’s responsibilities. We strongly encourage agencies to coordinate with these major partners and with OFM during the budget development process to share initiatives and plans.”

2. Data Sharing

Policy: It is the intent of the WSDOT and WSP to share information needed to facilitate joint operations of state highways. This information is envisioned to consist of things like:

- CAD access and user training
- Real time traffic flow, road, collision, and weather information
- Video from traffic monitoring cameras
- Video road inventories, like SRView
- Speed Data
- Geo-spatial data, including Interchange Drawings

Roles: WSP and WSDOT will create a standard for data sharing. Such as:

- Data content and formatting
- Data documentation and Meta-data
- Data collection and update methods and procedures
- Data accuracy
- Data update cycles
- Third party data
- Stewardship

Information will be shared between agencies at the same cost as if the information were shared between programs within the agency. (Cost recovery data will be shared at the same rate). Memoranda of Understanding will be used to document the sharing of information, which would cover the items addressed in the standards.

Action: WSDOT and WSP will work to look for opportunities to share data that would benefit the operations of each other's agency and to establish formal protocols for sharing real-time operations data, such as CAD, crash and traveler information (WSDOT's CARS system). WSP and WSDOT will work closely to improve reporting and tracking of road closures through sharing data and performance measures. WSDOT and WSP will establish protocol for the internal dissemination of information which may contain sensitive material.

3. Traffic Management

a) Coordinated Public Communication

Policy: It is the policy of WSDOT and WSP to coordinate public information messages and outreach on issues that affect both agencies and/or their customers. Sample areas of coordination include highway incidents, special events such as winter and pass driving, the "Give 'em a Brake" campaign, "Steer it and Clear It" and/or new policy initiatives such as the implementation of the Amber Alert Web Portal.

Roles: WSDOT will disseminate road and traveler information through Highway Advisory Radio (HAR), Variable Message Signs (VMS), web, "511", and the 1.800.695 ROAD phone line. WSP will disseminate road and traveler information by referring citizens to the WSDOT web site and through its communications centers and public information officers.

i) Traveler Information

Policy: Communicating timely and accurate information to the public on traffic and travel conditions including restrictions and information on incidents allows the public to make decisions about their traveling convenience and safety. To accomplish this important communication activity it is the policy of WSDOT and WSP to provide information using HAR, VMS, the Internet, telephone hotlines, and through partnership with the media. Updated information will be provided within 10 minutes of a change in conditions.

Roles: It is the role of the WSDOT Traffic Management Centers (TMCs), and WSF Operations Center, functioning as a TMC, to communicate, using the various tools mentioned above, the traffic and travel conditions and restrictions. The TMCs will disseminate the messages while coordinating with WSP and WSDOT Public Information Officers.

It is the role of WSDOT Maintenance, WSDOT Incident Response Teams, WSF Operations Center, WSDOT sponsored Service Patrols and Motorist Assistance Vans, and WSP, to provide the TMCs with accurate and timely information on the status of emergency responses and traffic conditions.

Reference: Chapter 2 of the WSDOT Traffic Manual (M 51-02). Policy on the use of VMS, Policy on the use of HAR.

Action: WSDOT will seek input from the WSP in developing and updating statewide standard operating guidelines for traveler information systems, such as HAR, VMS, Hotlines, the Internet, etc.

ii) Media

Policy: WSP and WSDOT will share press releases affecting the other agency, prior to their release.

b) Incident Response

Incident Response (IR) on Washington State Highways has always been a partnership of WSP, WSDOT, local fire/EMS (Fire), the tow industry, the media, auto/truck/insurance associations and the public. Today, Washington's IR partners are working more closely together than ever before.

Policy: The WSP, Washington State Association of Fire Chiefs (WSAFC) and WSDOT will collaborate to safely clear highway incidents within our mutual goal of 90 minutes. This policy means WSP, WSAFC and WSDOT will effectively and efficiently manage resources responding to, mitigating, investigating, and clearing highway lanes and ferry routes in order to minimize traffic disruption.

Action: WSDOT, WSP and WSAFC will continue to collaborate, exploring ways to reduce highway incident blockage time. These three partners will present "Transportation Incident Management (TIM)" training and encourage and enable the development of local response plans within the WSP Districts and WSDOT Regions. WSP, WSDOT, and Fire shall provide on-going progress report on TIM (e.g. courses provided, lessons learned, course evaluation, alternate route plans).

i) Incident Response Team (IRT) Program

Policy: The WSDOT will deploy “roving” IRTs on congested freeways and highways where and when incidents cause significant congestion. This well-coordinated, strategically positioned, fleet and qualified staff will rove during peak traffic periods and provide “on-call” 24/7 response, partnering with the WSP et.al., to improve safety and decrease travel delay.

Roles: During major incidents, the priorities for IRTs are to first, coordinate with WSP and other emergency responders, second, provide traffic control for a safe incident zone, and third, provide incident and traffic condition information to the TMC with traveler information and periodic updates.

WSDOT will continue to advocate during budget discussions for specialized resources which enable the 90 minute goal to be achieved, such as a WSP helicopter to respond to serious incidents. At typical long-duration incidents, a helicopter will first, expedite investigations, second, provide incident and traffic condition information to dispatch centers and TMCs, and third, provide a tool for traffic management.

Reference: IRT manuals, procedures, IRT training matrix.

Action: WSDOT, with WSP input, will regularly review “incident response” asset deployment for efficient and effective incident response performance. Both agencies will jointly support funding proposals to implement needed resources.

ii) Service Patrols and Motorist Assistance Vans (MAVs)

Policy: During peak congestion periods, on some of the most heavily traveled freeways, roving WSP Cadet and Registered Tow Truck Operator (RTTO) service patrols will assist motorists by clearing lane-blocking debris, disabled vehicles, and resolving other problems within the ability and scope of the WSP Agreement with WSDOT, and the RTTO service patrol contracts with the Department of General Administration (on behalf of WSDOT). Partnerships between WSDOT and MAVs (which are embodied in Department of General Administration contracts) also provide motorist assistance, real-time traffic reports back to the TMCs, and public media outlets to inform travelers of road and travel conditions.

Roles: WSDOT Region IRT supervisors and traffic managers will administer day-to-day management of the WSP Agreements, and RTTO contracts for these Service Patrols, and the MAV contract services.

Reference: WSDOT/WSP Service Patrol Agreement GCA - 1932; GA Procurement Contracts 00703 and 15604 and 09002 and 15404 for RTTO Service Patrols and MAVs; Service Patrol Study, Nov. 14, 1998; Evaluation of Service Patrol Program – Final Report WA-RD 518.1, September, 2001, and March, 2003 Supplement to the 9/01 Evaluation entitled, Evaluation of the Instant Tow Dispatch Pilot Program in the Tacoma Area.

iii) Hazardous Material Handling

Policy: On all state and interstate highway corridors and in other political subdivisions that have designated the State Patrol as Incident Commander, the first arriving Trooper at the scene of a collision involving hazardous material will assume the role of Incident Commander. Other “first responders” will be trained to recognize hazardous materials and follow procedures to ensure qualified clean-up resources are available to expedite the removal of hazardous materials. The policy of WSDOT and WSP is to coordinate the removal of hazardous materials within the targeted time frame of 90 minutes.

Roles: WSDOT M&O Division, WSF and WSP Field Operations will work with Department of Ecology and/or the USCG as appropriate/necessary to identify how hazardous material clean-up will be accomplished within the time needed to meet the target of clearing incidents within 90 minutes. WSF must also work with both the WSP and the U.S. Coast Guard, who has ultimate authority over WSF actions in a hazardous materials spill on a vessel.

Troopers and other first responders will attempt to identify the hazardous material, divert traffic, isolate and evacuate the area and deny entry. The trooper or other first responder will also make initial notifications necessary to deal with the incident; including fire, EMS, Department of Ecology, etc. Under the Unified Command System, troopers will then direct a coordinated response to the incident with the assistance of other agencies at the scene.

Hazardous material incidents occurring at weigh stations will result in the immediate closure of the weigh station, isolation of the vehicle, evacuation of the area and denying of entry. Assistance will be requested and the first trooper arriving on the scene will assume Incident Command.

Action: The WSDOT ITS Office, in partnership with WSP and the Department of Ecology, will draft an “operational agreement” which outlines the various agency roles and responsibilities for the purpose of efficient communication and cleanup of petroleum products, focused on the 90-minute clearance time goal for all incidents.

iv) Tow truck use

Policy: It is the goal of both agencies that all incidents be cleared from the roadway and shoulder within 90 minutes. In order to achieve this objective, the right tow equipment (capable, certified, qualified operator), at the right price (contract tows, rotational tow list, state tows, etc.), will always be available at the time needed.

Roles: WSP will initiate any changes necessary to their existing tow truck usage arrangements with the tow industry to ensure effective tow assistance. WSDOT, working with WSP and the tow industry, is encouraged to execute local (WSP District/WSDOT Region) agreements/memos of understanding, to ensure tow truck usage arrangements are in place for the most major of incidents which require the largest tow equipment.

References: Existing rotational contract(s); SW Region 12/29/03 Major Lane Blocking Memo, WSP District 1 12/23/03 Class C Tow Truck Email, and NW Region 12/8/03 Major Incident Response Memo; certification requirements; tow categories/capabilities vs. estimated vehicle weights chart, and WAC’s.

Action: WSDOT’s Regional Administrators and WSP’s District Commanders will develop tailored incident response and tow truck usage plans, for each region of the state. In all but rare exceptions, the WSP tow truck rotation list will be used. WSDOT Regions and WSP Districts will evaluate the need to expand tow-away zones.

WSDOT/WSP will work together to address policy issues surrounding incident clearance which require the deployment of tow trucks. Issues that will be addressed in WSP’s “tow truck rotation contract” with the tow industry are:

- Payment rates, to include potential incentives for timely response and clearance
- Tow truck operator/driver training and certification requirements
- Performance measurement and customer satisfaction

v) Accident Clearance and Civil Liability (Damaged Load Clearance)

Policy: Traffic congestion caused by incidents has an enormous economic cost to society. This cost is often much greater than the value of trying to salvage a damaged load of cargo involved in a crash. It is the policy to remove the collision debris (and cargo) for the purpose of opening traffic lanes as a higher priority over attempting to salvage portions of the cargo. Salvage operations will be scheduled during non-peak hours of travel.

Roles: WSDOT Maintenance and Traffic Offices will develop and train its forces on a Damaged Load Clearance Policy in coordination with WSP, WSDOT Risk Management and the Attorney General. WSDOT Maintenance and Incident Response will coordinate with WSP during individual incidents to implement this policy. WSDOT will work with communications and regions to provide information about this policy to the trucking associations.

Action: WSP and WSDOT will develop an information card (handout) for use in the field at incidents which explain the legal requirements of clearing the lanes (it's a higher priority than cargo salvage – and WSDOT/WSP have the legal authority to direct the immediate clearance – RCW 46.52.020). The card will be used to inform motorists or carriers of the need to get the vehicle and cargo out of the way.

vi) Using technology to expedite investigations

Policy: Every effort will be made, in a coordinated fashion, to achieve all responders' objectives at incident scenes and to have roadways open and/or ferries operating in less than 90 minutes. Technology that reduces the scene investigation time will be part of achieving this goal. Therefore, WSP and WSDOT will aggressively pursue new technologies to expedite investigations.

Roles: WSP, with assistance from WSDOT (traffic control, equipment, survey technologies, etc.) will take the lead in evaluating candidate technologies. The WSDOT Design Office Computer Aided Engineering Branch provides training and some support to the State Patrol for “total stations” and other survey technologies that they use to collect data at accident and crime scenes.

Action: WSP will take the lead in forming a joint task force to identify procedures for reducing accident investigation time (such as photogrammetry equipment) to achieve the 90-minute goal of clearing incidents.

vii) Incident Command System (Unified Command)

Policy: WSP, WSAFC and WSDOT agree to use the Incident Command System (ICS/Unified Command) for all highway incidents and disaster management activities that warrant its use. The ICS is based upon the National Incident Management System (NIMS).

In the event of an incident necessitating emergent response on a ferry or at a terminal, WSF will use the ICS as the response organization. The ICS will be set up in the WSF EOC at the Colman Dock in Seattle.

Roles: WSP will provide joint agency and industry ICS training to facilitate communication and accomplishment of joint objectives.

Action: WSP, WSDOT, and WSAFC will partner as necessary to achieve ICS training for all their response personnel as a high statewide priority.

c) Enforcement Processes

Policy: The quality of life in Washington State is heavily dependent upon the free movement of people and vehicles. The WSP and the WSDOT share the responsibility for achieving and maintaining the degree of order necessary to make this free movement possible. Implicit in the objective of facilitating the movement of people on the interstate and state route systems and state designated ferry routes, is the overriding concern for their safety.

The WSP, in cooperation with the WSDOT, support enforcement processes that facilitate the efficient movement of people and vehicles that travel on the interstate and state route, and state designated ferry route, systems. This includes, but is not limited to the necessary enforcement of traffic laws and regulatory signs

(e.g. HOV and Required Traction Devices), the investigation of traffic collisions, and the direction of traffic to facilitate the safe and expeditious movement of vehicles and pedestrians.

Roles: In order to obtain compliance with traffic laws, provide the necessary and appropriate driver education, and to develop driver awareness of the causes of traffic collisions, WSP officers issue warnings, infraction notices, cites, or arrests traffic violators. WSP officers are aware of and sensitive to the fact that these enforcement processes can contribute to traffic congestion.

Action: WSP officers will take the necessary steps to mitigate the traffic congestion caused by enforcement processes whenever possible.

d) Event Planning

Policy: Periodically events are held on state highways or on WSF ferries by municipalities or other organizations or private entities. It is the policy to allow such events on non-limited access facilities provided that the transportation effects of the event are well publicized and a traffic control strategy is developed by the event organizer and approved in advance.

Roles: WSDOT HQ Traffic Operations Office, WSF Operations Center and Region Traffic Engineers' Offices approve events with coordination with state and local law enforcement, allowing for adequate public communications lead-time. WSP is often asked by event organizers to provide police services during events at the expense of the event organizer.

Reference: Traffic Manual Chapter 7; MOU with WSP for special events/filming.

Action: WSDOT and WSP will review each year the MOU procedures for planned events.

e) Disaster Response

Policy: The Washington State Comprehensive Emergency Management Plan (CEMP) establishes the policy under which all state agencies will respond to emergencies and disasters.

Action: The WSP and WSDOT agree to enhance existing procedures that will provide additional protection measures for the traveling public and the transportation system. Specifically, WSP and WSDOT will meet at least annually to discuss opportunities for improvement in disaster response and to establish cooperative partnerships with other emergency response agencies to increase our effectiveness. Lead participants for setting up the annual meeting will be WSDOT's Emergency Coordinator and the

Assistant State Fire Marshal from WSP. Separate meetings will be held for WSF. WSF has worked with WSP in the past to conducted exercises as part of disaster response planning, with other organization participation such as the US Coast Guard. WSP will actively participate with emergencies in WSDOT's HQ's and Regional EOCs. The future WSDOT HQ's EOC shall be equipped for WSP Communications capabilities.

f) Winter Driving

Policy: WSP and WSDOT acknowledge that proper communications, signage, and enforcement are key to providing safe motorist travel during the winter season. Each agency will respond to requests for service by the other with a joint commitment to enhancing motorist safety and mobility.

Action: WSP and WSDOT agree to hold regional/area "Winter Summit" meetings before each winter season to discuss tactical response plans and to discuss any changes from the previous winter. In addition, WSP and WSDOT agree to hold a "Winter Debrief" meeting in the spring to discuss challenges and opportunities from the past winter and develop action plans for the upcoming winter. Lead participants for setting up the summits are WSDOT Regional Administrators and their Maintenance Engineers, and WSP District Commanders and their lieutenants.

4. Work Zone Safety

Policy: Each day, highway workers are placed in hazardous circumstances working near traffic. Their safety and the safety of the traveling public is the top priority of WSDOT and WSP. It is the policy to achieve the highest level of safety in work zones through working together to maintain or improve work zone safety in those areas that will benefit from combining the expertise and resources of both agencies.

Roles: WSDOT will develop effective work zone strategies to ensure the safety of workers and the traveling public. WSP will enforce existing and new regulations in work zones based on methods to most effectively encourage motorists to traverse work zones in a safe manner.

WSP and WSDOT will work together through the Work Zone Safety Task Force to:

- Enforce traffic regulations in work zones
- Coordinate work zone strategies
- Develop and provide work zone training

- Develop and implement public information/education strategies
- Develop and support work zone safety legislation
- Develop and support new technologies to aid work zone safety
- Communicate work zone safety issues and provide recommendations
- Update procedures and standards
- Combine resources such as funding, equipment and workforce
- Address worker safety and security issues

References:

- WSDOT Instructional Letter, IL 4008.00
- WSDOT/WSP Agreement, GC 9131
- WSDOT Executive Order, E 1001.00
- WSDOT Policy Statement, P 2002.00
- WSDOT Manual, M 54-44
- Guidelines for WSP Traffic Control Assistance in Work Zones
- Guidelines for Security in Work Zones
- WSP Field Checklist, WSDOT Form 421-045 EF
- Proposed Procedures for WSP Traffic Control Assistance in Work Zones
- RCW's, section 46.61, several work zone-directly related (.015, .215, .527, etc.)
- RCW's, section 47.48, several work zone-indirectly related (closures, speeds, etc.)
- Directive, D 55-20, Reduced Speed in Maintenance and Construction Zones

Action: WSDOT and WSP will modify our agreement to facilitate the new method of enforcement for work zones. WSDOT shall provide WSP with timely roadway construction information. WSP and WSDOT shall discuss project plans, develop enforcement and road clearance strategies, implement ITS, and promote project information to the public.

5. Commercial Vehicle Operations (CVO)

a) Weigh Stations

Policy: The WSP and WSDOT agree that there is a need for fixed and portable weighing sites throughout the state. These sites include Plug and Run sites as well as other locations without permanent in-ground scales.

Roles: The role of the WSP is to identify where the portable weighing sites should be located and the role of the WSDOT is to prepare paved and level sites for conducting portable weighing events.

b) Permitting and Weight Enforcement

Policy: The WSDOT and the WSP recognize the need to move over-legal size loads as well as the need for a permitting process to regulate over-legal moves in order to provide for the safety of the motoring public, preserve the infrastructure and assist industry in completing their move.

Roles: RCW 46.44.090 authorizes the Department of Transportation to issue permits, authorizing the permits to operate or move a vehicle of a size or weight exceeding the maximums specified by law. The Washington State Patrol is one of several agents appointed by WSDOT to assist in issuing oversize and overweight permits. The WSP is charged with responsibility of enforcement of oversize and overweight permit use.

RCW 46.44 charges the WSP with enforcement of size and weight laws. Five permanent Port of Entry scales located on the interstate system are operational 24 hours per day, 7 days per week. Forty-seven other permanent scales are located throughout the state and operated on an as-needed basis. Portable scales are utilized in locations without scales as well as scale by-pass routes.

Action: In a collaborative manner, WSP and WSDOT will work to streamline the permit process through the use of technology and provide the best service possible to the trucking industry. The WSDOT and WSP also recognize the need to meet regularly, typically monthly, to review the relationship of administration and enforcement of the State's vehicle size and weight laws and rules. The WSDOT and the WSP jointly share in the preparation of the state's annual certification to FHWA, certifying that both state and federal law have been properly applied and enforced on the national highway system.

c) Commercial Vehicle Safety Inspections

Policy: Commercial vehicle safety inspections are required by the federal government. Also, a commercial vehicle examination (CVE) program conducted at WSF vehicle terminals, which supports both the safety and security of WSF is an integral and important part of the WSP vessel and terminal security program.

Roles: The Washington State Patrol performs safety inspections on commercial vehicles traveling in the state. Inspections are conducted by WSP at three inspection buildings located at the Ridgefield, Bow Hill, and Cle Elum weigh stations. Level 1, 2 and 3 inspections are also performed in weigh station parking lots and safe, designated roadside areas throughout the state. Vehicles with severe violations may be placed out of service until repairs are made.

Action: WSDOT will continue to advocate for use of its highway construction funding to build necessary commercial vehicle safety inspection facilities.

d) CVISN / WIM

Policy: It is the policy of the WSP, WSDOT, DOL and the Washington Trucking Associations (WTA) that the Commercial Vehicle Information Systems and Networks (CVISN) and weigh-in-motion (WIM) program will provide a framework for “architecture” that will enable government agencies, the motor carrier industry, and other parties engaged in CVO safety assurance and regulation to exchange information and conduct business transactions electronically. The goal of the CVISN program is to improve the safety and efficiency of commercial vehicle operations.

The Washington State Patrol, Washington State Department of Transportation, the Department of Licensing and the Washington Trucking Associations are jointly participating in a program to increase safety and to protect the states’ highway infrastructure and enhance the movement of freight by mobility of commercial motor vehicles. The program is entitled CVISN. Additionally, the agencies have installed WIM at each of these scale facilities in order to weigh trucks while they are traveling on the mainline freeway system. Together these programs are also designed to check credential and safety information on a commercial vehicle at freeway speeds. If the truck is safe and legal, it is permitted to stay on the mainline and bypass weigh stations.

Roles: The role of WSP will be to manage the WIM systems and act as the end user of the roadside screening systems. The role of DOL is to manage the electronic credentialing component of CVISN and the role of WSDOT is to manage the overall program and act as the system architect, sell transponders, and manage the database. The role of the WTA, the private sector partner, is to market the overall CVISN/WIM program to the motor carrier industry.

References: Weigh Station Memorandum of understanding (between WSP and WSDOT) and DIS Information Technology Feasibility Study.

Action: The actions items for the 2005-2007 biennium are to deploy CVISN/WIM at two sites, Prosser on I-84 and Spokane on I-90.

6. Joint Facilities

Policy: WSDOT and WSP will work collaboratively to assure that joint support facilities needs are identified and met economically, service to the public is enhanced, environmental impact is minimized, and investment in support facilities (buildings and related sites) is maximized. WSDOT and WSP will provide integrated workplaces that meet joint agency strategic goals.

Action: To support the vision stated above, the two agencies agree to:

- Coordinate Agency Capital Plans to facilitate new joint facilities development.
- Modify existing facilities to accommodate both agencies' missions.
- Exchange facilities where shifting operational requirements allow.
- Share vehicle fueling facilities.
- Outreach to other development partners that can help leverage lower cost / higher efficiency facilities, and
- Simplify inter-agency facilities agreements.
- Meet monthly to identify joint facility opportunities and develop facility security plans.

7. Wireless Communication

Policy: The WSP and the WSDOT agree to support a shared vision to create a coordinated and integrated wireless transportation communications for the safe, effective, and efficient protection of the traveling public. The agencies mutually agree it is their joint goal to implement a statewide wireless mobile communications network that is fully interoperable between agencies and workgroups to provide needed services to our field forces and support groups to benefit the citizens of this state.

The WSP and WSDOT provide public safety communications to many public safety organizations. These organizations include local, state, and federal public safety agencies whose missions encompass the protection of life and property. This joint vision is consistent with the development of a Statewide Interoperability Executive Committee (SIEC). In particular, the SIEC will be working for the sharing of

resources to create the basis of an intergovernmental wireless public safety network. Resource may include, but not be limited to spectrum, facilities, equipment, staff, and systems.

The WSP and the WSDOT agree to view their respective wireless communication systems as a single wireless system to plan for and foster interoperability among existing wireless networks and future wireless development that meets the requirements of local, state, and federal public safety.

Roles: To support the vision as stated above, the two agencies agree to:

- Improve public safety wireless communications by addressing each of the five issue areas of interoperability – coordination and partnerships, funding, spectrum, standards and technology, and security.
- Listen to, learn from, and collaborate with local and state public safety officials to improve communications interoperability.
- Encourage the implementation of interoperability by developing short-term action plans that support the long-term strategy of developing and sharing a statewide transportation wireless communication system.

Action: WSDOT and WSP will create a joint task force on communication systems including wireless communication to coordinate investment in a system to support each agency and shared needs. This Interoperability Planning effort will be led by the State ITS Engineer for WSDOT, and the Electronic Services Division Administrator for the WSP.

8. Washington State Ferries

Policy: The safety and security of passengers and crews onboard ferries and at the terminals leading to the ferries is a primary concern of both the WSDOT and WSP. The WSP is the law enforcement agency with primary responsibility for terminal traffic management on the designated state highways, vessel and terminal security, and emergent incident response for all criminal events such as assault, DUI, bomb threats or other acts of terrorism. In carrying out these roles, any of the possible activities listed in the table below may be used singularly or collectively in an effort to fulfill these responsibilities.

Roles: The WSP will work cooperatively with the Washington State Ferries to ascertain the most appropriate and cost effective use of resources. The WSP has committed to perform the following functions at WSF terminals and onboard vessels:

Activity	Resources	Particulars
Terminal traffic control and on scene presence	Dedicated Vessel and Terminal Security (VATS) troopers.	Direct/control vehicle/passenger traffic at various terminals typically focused on high passenger/vehicle density locations.
Random vessel boardings/ferry rides	Two trooper teams; at various times throughout WSF's daily operating period	Onboard presence in general passenger spaces or located in pilothouse. Focus on high passenger density routes and times.
Random vehicle inspections at terminals	Existing and/or supplemental Vessel and Terminal Security (VATS) troopers	Consensual vehicle inspections conducted on random intervals. Again, focus on high passenger density routes and times.
Commercial vehicle enforcement (CVE) exams	Dedicated CVE troopers possessing vehicle inspection training/skills	Random vehicle searches focused on commercial trucks at high volume terminals and times.
Bomb dog team sweeps	Bomb dog teams from East and West Puget Sound Districts	Random team sweeps at various WSF terminals focused on high passenger and vehicle traffic
Other visible uniformed presence	Supplemental WSP troopers	At various locations (terminal and vessel) dictated by WSP operational tempo
Emergency response	Any combination of resources list above	Response level and dedication of resources is situational, depending upon the circumstances presented.

9. Transportation System Security

Policy: WSP and WSDOT are committed to transportation system security and agency preparedness.

Roles: WSP is responsible for transportation system security.

Action: The WSP and the WSDOT jointly agree to develop a plan to enhance the security of the transportation system for the benefit of the traveling public and protection of the infrastructure. This plan will identify high cost/high consequence locations on the transportation system which warrant extra protection measures. This plan will include, but is not limited to, (1) periodic routine patrols by WSP, (2) thorough WSP enforcement of signed no parking-tow zones, (3) increased monitoring of traffic cameras by WSDOT, and (4) scheduled random drive-by inspections of key transportation facilities by WSDOT maintenance employees. The plan will address threat levels and a joint escalating response commensurate with the threat level. Lead participants are the Emergency and Homeland Security Manager for WSDOT and the Vessel and Terminal Security (VATS) Division Captain for WSP.

WSF, U.S. Coast Guard (USCG), and WSP will be charter members of the WSP Security Committee aimed at assuring the secure operations of WSP during normal and heightened states of terrorist/criminal threats.

10. Safety Rest Areas

Policy: It is our intent that the WSDOT and the WSP will work together to ensure that operations of the Safety Rest Areas are conducted to maximize the public health, safety, and enjoyment of these very popular sites.

Roles: WSDOT has responsibility for operations and maintenance of Safety Rest Areas and WSP has responsibility for enforcement of laws and regulations.

Actions: WSDOT and WSP will jointly review rest areas to identify low cost improvements, which will enhance safety and security. Safety Rest Area maintenance and operations will be an agenda topic at each annual joint meeting to determine if any operational or enforcement emphasis areas are necessary to benefit the users of the Safety Rest Areas.

11. Policy Performance Measures

WSDOT and WSP will coordinate the development of performance measurements that involve activities reported on by both agencies before submittal to OFM and the Legislature. Both agencies will work collaboratively to develop joint measures for incident response and clearance times.

12. Policy training

Each agency commits to provide resources and expertise to share this policy internally and with key constituencies.

13. Policy Update Process

This policy will be reviewed annually at the WSP/WSDOT joint meeting. In advance of that meeting, each agency will survey internally to identify accomplishments that will be reported at the annual meeting.

14. Appendices

- A Key Personnel Contacts
- B WSDOT Table of Organization
- C WSP Table of Organization

WSDOT (Washington State Department of Transportation)**Headquarters**

John Conrad, Assistant Secretary, Engineering & Regional Operations,
Olympia (360-705-7032)
Gummada Murthy, Director of Maintenance and Operations,
Olympia (360-705-7800)
Chris Christopher, State Maintenance Engineer,
Olympia (360-705-7851)
Fred DeBolt, Equipment and Facilities Administrator (360-705-7880)
Pete Briglia, State ITS Engineer, Seattle (206-543-3331)
Bill Legg, ITS Operations Engineer,
Olympia, (360-705-7994), Seattle, (206-543-3332)

Northwest Region

Lorena Eng, Regional Administrator, Seattle (206-440-4762)
Dave McCormick, Area Maintenance, Seattle (206-440-4656)
Mark Leth, Traffic Engineer, Seattle (206-440-4487)

North Central Region

Don Senn, Regional Administrator, Wenatchee (509-667-3001)
Dave Bierschbach, Maintenance Engineer, Wenatchee (509-667-3065)
Jennene Ring, Traffic Engineer, Wenatchee (509-667-3080)

Olympic Region

Randy Hain, Regional Administrator, Tumwater (360-357-2658)
John Nisbet, Maintenance Operations Engineer,
Tumwater (360-357-2670)
Steve Kim, (Acting) Traffic Engineer, Tumwater (360-357-2683)

Southwest Region

Don Wagner, Regional Administrator, Vancouver (360-905-2001)
Rick Sjolander, Operations Engineer, Vancouver (360-905-2020)
Chad Hancock, Traffic Engineer, Vancouver (360-905-2240)

South Central Region

Don Whitehouse, Regional Administrator, Yakima (509-577-1620)
Casey McGill, Operations Engineer, Yakima (509-577-1901)
Rick Gifford, Traffic Engineer, Union Gap (509-577-1985)

Eastern Region

J.C. Lenzi, Regional Administrator, Spokane (509-324-6010)
Larry Chatterton, Operations Engineer, Spokane (509-324-6538)
Ted Trepanier, Traffic Engineer, Spokane (509-324-6550)

WSP (Washington State Patrol)

Headquarters

Deputy Chief Glenn Cramer, Field Operations Bureau
(360-586-2340)

Deputy Chief Steve Jewell, Investigative Services Bureau
(360-753-1770)

Deputy Chief Paul S. Beckley, Technical Services Bureau
(360-753-4632)

Director Diane Perry, Management Services Bureau
(360-753-5141)

Captain Coral Estes, Commercial Vehicle Division
(360-753-0302)

Mr. Marty Knorr, Communications Division (360-438-5862)

Mr. Les Brodie, Property Management Division (360-570-9820)

Mr. Clark Palmer, Electronic Services Division (360-705-5371)

Ms. Sue Fleener, Information Technology Division
(360-705-5383)

District 1

Captain Tim Braniff, Tacoma (253-536-4301)

District 2

Captain Bill Hilton, Bellevue (425-649-4650)

District 3

Captain Dave Karnitz, Yakima (509-249-6701)

District 4

Captain Jeff Otis, Spokane (509-456-3061)

District 5

Captain Robert Johnson, Vancouver (360-449-7901)

District 6

Captain Bill Larson, Wenatchee (509-665-4006)

District 7

Captain Bob Lenz, Marysville (360-651-6336)

District 8

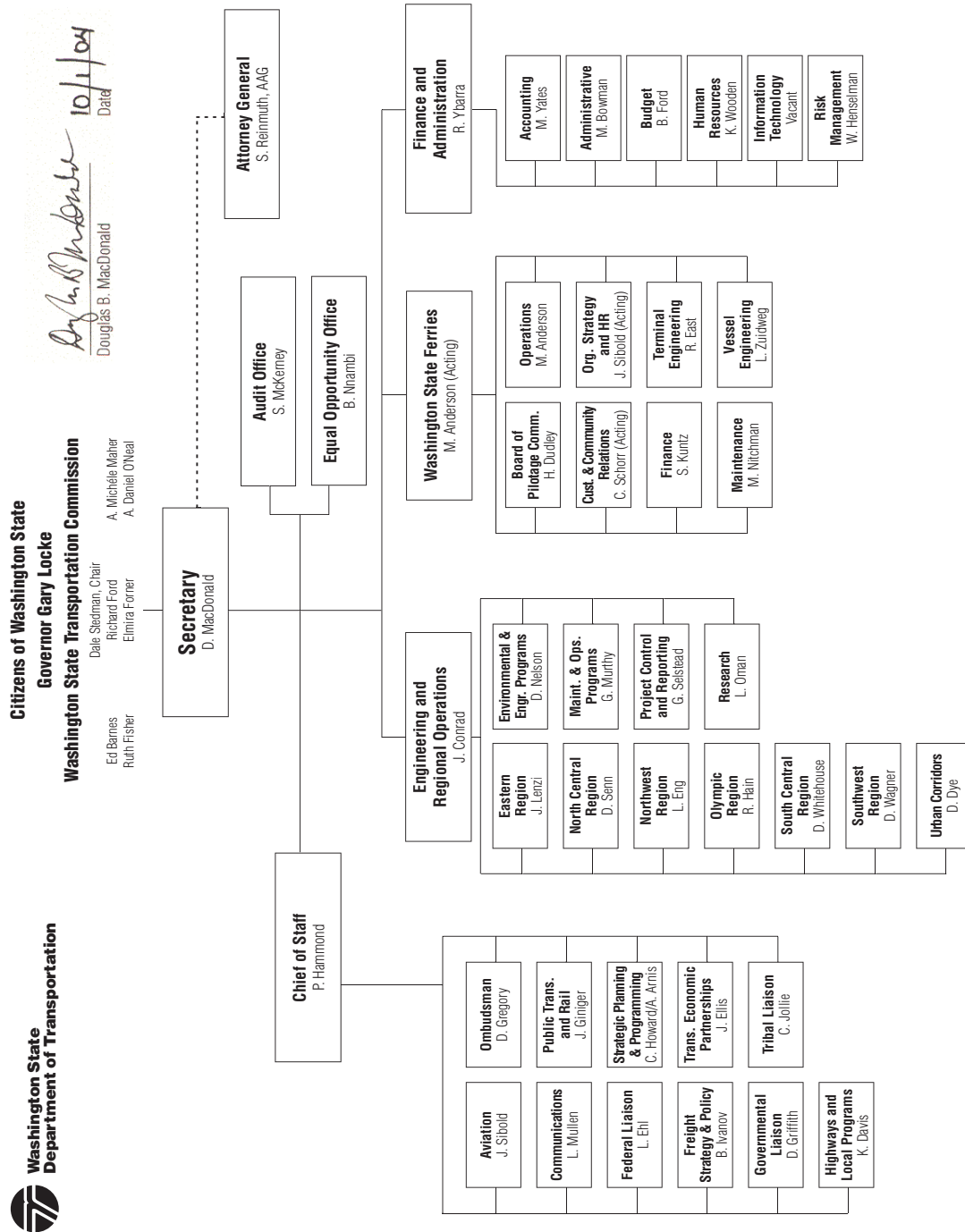
Captain Mark Thomas, Bremerton (360-405-6601)

Vehicle and Terminal Security Division

Captain Steve Sutton (360-586-2340)

Special Operations Division

Captain Curt Hattell (360-570-3135)



WSP Organizational Chart

